

BID OPENING: March 27, 2009

BIDS SHALL BE PUBLICLY OPENED AT 11:00 A.M., PREVAILING WASHINGTON, D.C. TIME.

ANY QUESTIONS BEFORE AWARD CONCERNING THESE SPECIFICATIONS CALL (202) 512-1164. AFTER AWARD, REFER ALL QUESTIONS TO YOUR CONTRACT ADMINISTRATOR WHOSE NAME APPEARS IN THE UPPER PORTION OF THE PURCHASE ORDER. (202) 512-0307. NO COLLECT CALLS.

FACSIMILE BID SPECIFICATIONS

U.S. Government Printing Office (GPO)
Washington, D.C.

GPO CONTRACT TERMS: Any contract which results from this Invitation for Bid will be subject to GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)) and Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (Rev. 8-02)).

PRODUCT: A 4-color process folded form with aqueous gloss coating

TITLE: Put Reading First: Helping Your Child Learn to Read: A Parent Guide (Reprint)

QUANTITY: 1,000,000 copies, two Digital Deliverables plus 50 QARC's.

TRIM SIZE: Flat: 28-5/8 x 11"; Folds to: 7-1/4 x 11" dimension.

GOVERNMENT TO FURNISH:

A CD-ROM generated on a Macintosh G4 system OSX 10.4.5, using QuarkXpress 6.5, Illustrator CS and Photoshop CS. Files are furnished in Native Format with all fonts included on the disk. One sample from a previous printing to be used as a general guide.

GPO Form 892 proof label.

One reproduction proof, Form 905 with labeling and marking specifications.

Identification markings such as register marks, ring folios, rubber stamped jacket numbers, commercial identification marks of any kind, etc., except GPO imprint, form number, and revision date, carried on copy or film, must not print on finished product.

CONTRACTOR TO FURNISH: All materials and operations, other than those listed under "Government to Furnish," necessary to produce the product(s) in accordance with these specifications.

Prior to image processing, the contractor is responsible for checking files contained on the furnished electronic media to ensure that such features as bleeds, register marks, and correct file output selection have been provided for, so as to correctly generate output for publishing. The contractor must supply necessary trapping. The contractor must generate output on a high resolution image processor.

In addition, the contractor is responsible for creating or altering any necessary trapping, setting proper screen angles and screen frequency and defining file output selection for the imaging device being utilized. All furnished files must be imaged as necessary to meet assigned quality level.

DIGITAL DELIVERABLES: Upon completion, the contractor must furnish final production native application files (digital deliverables) with the furnished material. The digital deliverables must be an exact representation of the final printed product and shall be returned on the same type of storage media as was originally furnished. The Government will not accept, as digital deliverables, Postscript files, Adobe Acrobat, Portable Document Format (PDF) files, or any

proprietary file formats other than those supplied, unless specified by the Government.

PROOFS: Two sets of digital one-piece composite laminated color proofs on the actual production stock (Kodak Approval, Screen TrueRite, Dupont Thermal Waterproof, Polaroid PolaProof, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 dpi. At contractor's option, a film-based composite laminated color proof on the actual production stock may be submitted provided direct to plate is used to produce the final product. The make and model number of the proofing system utilized shall be furnished with the proofs.

These proofs must have all elements in press configuration and must indicate margins. Proofs will be used for color match on press and must show dot structure. Inkjet, photographic, and overlay proofs are not acceptable. The proofs must contain color control bars for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers. The control bars (such as Brunner, GATF, GRETAG, or RIT) must show areas consisting of minimum 3/16" x 3/16" solid color patches; tint patches of 25, 50 and 75%; dot gain scale; and gray balance patches for process color (if applicable). These areas must be repeated consecutively across the sheet.

Submit proofs together with the furnished media (copy/electronic files) to the U.S. Government Printing Office, Contract Management Division, Contract Compliance Section (PPSC), Washington, D.C. 20401. Furnished proof label must be filled in by the contractor and used on all proof packages.

The contractor must not print prior to receipt of an "OK to print."

STOCK/PAPER: The specifications of all paper furnished must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the "Government Paper Specification Standards No. 12" dated February 2008.

White, No. 1 Coated Text, Gloss-Finish, basis 80lbs per 500 sheets, 25 x 38", equal to JCP Code A181.

PRINTING: Face and back print 4-color process type/line matter, illustrations and department logo with some reversing to appear white and bleeds all sides. After printing, coat the entire face and back with a clear, non-yellowing, gloss aqueous coating. (VARNISH IS NOT ACCEPTABLE)

Notes: Contractor must print a small symbol in the gutter of each signature which will be honed off after "OK to Print."

Contractor to convert all Pantone & RGB images to CMYK.

Contractor to match the final OK'd proofs or press sheets.

Must be printed on a press capable of printing four colors in a single pass through the press (minimum four printing units).

PRESS SHEET INSPECTION: Final makeready press sheets will be inspected and approved at the contractor's plant for the purpose of establishing specified standards for use during the actual press run. Upon approval of the sheets, contractor is charged with maintaining those standards throughout the press run (within QATAP tolerances when applicable) and with discarding all makeready sheets that preceded approval. See GPO Publication 315.3 (Guidelines for Contractors Holding Press Sheet Inspections) issued September 1991. Note: A press sheet inspection is for the purpose of setting specific standards that are to be maintained throughout the entire run. It does not constitute a prior approval of the entire run.

Press sheets must contain control bars for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers. The control bars must show areas consisting of 3/16 x 3/16" minimum solid color patches; tint patches of 25, 50, and 75%; dot gain scale (such as, BRUNNER, GATF, GRETAG, or RIT); and gray balance patches for process color (if applicable). These areas must be repeated across the entire press sheet.

MARGINS: All sides bleed throughout face and back.

BINDING: Fold to 7-1/4 x 11" using three parallel wrap around folds. Score on folds.

PACKING: Shrink wrap in units of 100. Pack suitable per shipping containers.

Pallets are required.

LABELING AND MARKING (package and/or container label): Reproduce shipping container label from furnished repro, fill in appropriate blanks and attach to shipping containers.

QUALITY ASSURANCE LEVELS AND STANDARDS: The following levels and standards shall apply to these specifications:

Product Quality Levels:

- (a) Printing Attributes -- Level II.
- (b) Finishing Attributes -- Level II.

Inspection Levels (from ANSI/ASQC Z1.4):

- (a) Non-destructive Tests -- General Inspection Level I.
- (b) Destructive Tests -- Special Inspection Level S-2.

Specified Standards: The specified standards for the attributes requiring them shall be:

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	O.K. Press Sheets
P-10. Process Color Match	O.K. Press Sheets

Special Instructions: In the event that inspection of press sheets is waived by the Government, the following listed alternate standards (in order of precedence) shall become the Specified Standards:

- P-7. Electronic media/OK'd Proofs.
- P-10. Proofs, Government furnished sample.

QUALITY ASSURANCE RANDOM COPIES: In addition to the Departmental Random Copies (Blue Label), the contractor may be required to submit quality assurance random copies to test for compliance against specifications. The purchase order/specifications will indicate the number required, if any. When ordered, the contractor must divide the entire order into equal sublots and select a copy from a different general area of each subplot. The contractor will be required to execute a statement furnished by GPO certifying that copies were selected as directed. Copies will be paid for at the running rate offered in the contractor's bid and their cost will not be a consideration for award. A copy of the purchase order/specifications must be included.

Business Reply Mail labels will be furnished for mailing the quality assurance random copies. The copies are to be mailed at the same time as the first scheduled shipment. A U.S. Postal Service approved Certificate of Mailing, identified by Jacket and Purchase Order numbers, must be furnished with billing as evidence of mailing.

DISTRIBUTION: Deliver f.o.b. destination.

By April 23, 2009

Deliver 332,834 copies (includes 200 Blue Label) to: Aspen Systems, Inc., 8242 Sandy Court, Attn: Carol Mahon (301) 519-6461, Jessup, MD 20794. Contractor must call at least 24 hours prior to delivery.

Deliver 500 copies, furnished material and Digital Deliverable to: National Institute for Literacy, 1775 I Street, NW, Suite 730, Attn: Darlene McDonald (202) 233-2055, Washington, DC 20006. **INSIDE DELIVERY REQUIRED**

By May 7, 2009

Deliver 333,333 copies (includes 200 Blue Label) to: Aspen Systems, Inc., 8242 Sandy Court, Attn: Carol Mahon (301) 519-6461, Jessup, MD 20794. Contractor must call at least 24 hours prior to delivery.

By May 21, 2009

Deliver 333,333 copies (includes 200 Blue Label) to: Aspen Systems, Inc., 8242 Sandy Court, Attn: Carol Mahon (301) 519-6461, Jessup, MD 20794. Contractor must call at least 24 hours prior to delivery.

All expenses incidental to returning materials, submitting proofs, and furnishing sample copies must be borne by the contractor.

SCHEDULE: Furnished material will be available for pick up at the U.S. Government Printing Office, 27 G St., NW, Washington, D.C. 20401, on March 30, 2009.

Submit proofs as soon as the contractor deems necessary in order to comply with the shipping schedule. Proofs will be withheld 3 workdays from receipt in the GPO until they are made available for pickup by the contractor.

The contractor must notify the GPO of the date and time the press sheet inspection can be performed. In order for proper arrangements to be made, notification must be given at least 2 workday(s) prior to the inspection. Notify the U.S. Government Printing Office, Contract Management Division, Quality Assurance Section (PPSQ), Washington, DC 20401, or telephone area code (202) 512-1162. Telephone calls will only be accepted between the hours of 8:00 am and 2:00 pm, prevailing eastern time. Note: See contract clauses, paragraph 14(e)(1), Inspections and Tests of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)). When supplies are not ready at the time specified by the contractor for inspection, the Contracting Officer may charge to the contractor the additional cost of the inspection.

Deliver Partial 333,334 by April 23, 2009

Deliver Partial 333,333 by May 7, 2009

Deliver complete 333,333 by May 21, 2009

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with the order or shortly thereafter. In the event such information is not received in due time, the contractor will not be relieved of any responsibility in meeting the shipping schedule because of failure to request such information.

Toll Free WATS lines to the GPO are available to successful bidders to report information regarding compliance with schedule requirements under "SCHEDULE". The toll free number is 1-800-424-9470 or 9471 and for calls originating in the Washington, D.C. area, (202) 512-0516 or 0517. Personnel answering these calls will be unable to respond to questions of a technical nature. These calls cannot be transferred to other telephones in GPO.

OFFERS: Offers must include the cost of all materials and operations for the total quantity ordered in accordance with these specifications. In addition, a price must be submitted for each additional 1,000 copies. The price for additional quantities must be based on a continuing run, exclusive of all basic or preliminary charges and will not be a factor for determination of award.

SUBMIT BIDS TO: U.S. Government Printing Office, Bid Section (PPSB), 45 G Street NW, Room B-104, Washington, D.C. 20404. **FACSIMILE BIDS are permitted. Submit TWO copies of each facsimile bid to FAX No. 202-512-1782, one bid per facsimile.** Refer to Solicitation Provisions in GPO Contract Terms (GPO Publication 310.2), Page 1, Paragraph 6.